



Imperial Beach Junior Lifeguard Parent Handbook

Program Overview

The Imperial Beach Junior Lifeguard Program provides ocean education, games, surfing, field trips and fun in the sun on the beach with our friends! What could be better?

Times and Locations, Arrival and Departure

It is your responsibility as the parent/guardian of the participant to ensure safe travel to and from the program. Please make sure you have a plan with your child so that he/she knows where to meet his/her ride. General hours and directions:

- 9:30 a.m. – 2:30 p.m. @ the grassy area in Pier Plaza North of the Lifeguard Headquarters, by the Pier.
 - You **may not** use the alley behind the Lifeguard Headquarters as a drop off and pick up zone.
- Monday through Friday (except for the July 4th holiday)
- Pick up and drop off times may change due to field trips/events. These dates will be indicated on the calendar (TBA)

The City of Imperial Beach, the Imperial Beach Junior Lifeguard Program, its JG Instructors, and volunteers are not responsible for the participants outside of program hours.

Tardiness: We expect participants to be punctual, but we do understand that there may be circumstances that cause a late arrival. If your child will be missing a day or part of a day, please call the JG line (619-628-1419) to inform us or send a note with the date, your printed name, and signature authorizing your child's adjusted schedule.

Contact Information

IBJG Coordinator: Sean Putnam

Website: www.ibjuniorguards.com

Phone: (619) 628-1419

Fax: (619) 628-1421

Email: jrlifeguards@cityofib.org



Uniform Policy

Uniforms are provided with each participant's registration. They are provided for safety reasons and therefore must be worn each day. The mandatory uniform is as follows:

- T-shirt
- Rashguard
- Trunks
- Hat
- *Girls must provide their own solid navy blue one piece sports swim suit*
- ***Sweatshirts and sweatpants are available for purchase!***

If your child wears anything other than official IBJG uniform apparel, he/she will not be allowed to participate that day.

What to Bring Each Day

- **A GOOD ATTITUDE:** Be awesome & ready for fun.
- **FOOD:** A nutritious lunch and healthy snacks; or money to grab food at nearby vendors.
- **HYDRATION:** Water and electrolyte drinks are AWESOME (soda & energy drinks, i.e RedBull are discouraged).
- **SUNSCREEN:** Continuous application will be encouraged throughout the day.
- **TOWEL:** Two towels is always a good option.
- **BACKPACK:** Something to carry all your daily goods in.
- **PERSONAL ITEMS:** While they are not prohibited we hold no responsibility for lost, damaged or stolen personal items.



IBJG Code of Conduct

The Code of Conduct has been created to ensure each participant is successful in the Imperial Beach Junior Lifeguard Program. Please review the Code with each participant. The Code of Conduct is as follows:

- Be on time each day with your IBJG uniform
- Participate in all activities to your fullest ability
- Display the utmost courtesy to everyone you come into contact with, including:
 - Beach patrons
 - Swimmers and surfers
 - IB Lifeguard staff
 - Other IBJG participants
- If you do not understand a JG Instructor's directions, ask for clarification
- Gain permission before leaving a group and follow the buddy system
- Respect the personal belongings of the JG Instructors and other IBJGs
- Be respectful during lectures and to all guest speakers
 - Do NOT have personal conversations while they are presenting
 - Do not wear your sunglasses indoors
- Respect other Junior Lifeguards at competitions
 - No name calling, taunting, or hitting
 - Practice good sportsmanship
- Take care of equipment
 - Put away the equipment that you use
 - Do not leave surfboards/body boards/fins on the sand
 - Help others if they need assistance
 - Do not drag surfboards in the sand, ask for help to carry them instead
 - Use swim fins that fit to prevent them slipping off in the ocean
- Never use vulgar language or make vulgar gestures
- Never complain, always have a positive attitude during activities and instruction
- Give your FULL attention to the JG Instructors at all times
- Act immediately when directed by JG Instructors or by IB Lifeguard staff
- Be honest, do not make any false reports, including:
 - Making up injuries or illnesses to get out of participating in activities
 - Making up stories about other participants
- Inform Instructors if you know about any malicious activities
- Preserve the beach environment, including picking up your trash during lunch
- Remember that you represent the Imperial Beach Junior Lifeguard Program, Imperial Beach Lifeguard Service, and the City of Imperial Beach and that you be courteous to the public at all times

If the Code is not followed, the Discipline Policy will take effect.



Discipline Policy

The discipline policy is progressive, but may start at any of the following levels. The progression is as follows:

1. Verbal Counseling – A verbal warning from the Instructor
2. Verbal Counseling and Phone Call – A second verbal warning from the Instructor and the participant will have to call the parent/guardian and inform them of their violation(s)
3. Written Counseling – Parents/guardians will be informed by the Instructor of the violation and a copy of the written note will be sent home
4. Joint Counseling – Parents/guardians will meet with the Instructor. The Coordinator will be informed and may be involved in the meeting
5. Possible Suspension – 1 to 3 day suspension from Junior Lifeguards
6. Approved Expulsion – Participant will not be allowed back to Junior Lifeguards for the remainder of the summer with NO refunds

All disciplinary actions will be documented. The parent/guardian may request a meeting with the Instructor at any time during the process.

Severe infractions may result in disciplinary action to skip part or all progression steps. Examples of these severe incidents include the following:

- Insubordination
- Fighting
- Unlawful or non-consensual touching of another person
- Stealing
- Vandalism
- Disrespect of other people's or participant's personal belongings
- Possession or participation with alcohol, illegal drugs, or any type of weapon
- Any conduct which brings disrespect and/or disgrace to the Imperial Beach Junior Lifeguard Program, Imperial Beach Lifeguard Service, or to the City of Imperial Beach
- Truancy
- Improper language
- Leaving the group without a buddy and informing a JG Instructor